

# Master School and Fellowship Academy Open Call (MS) Template application form

*This document serves as a sample to provide an overview of the fields and information required for the application process. **The official application form must be filled out and submitted through the NetSuite platform.** Please note that this template is for informational purposes only, and additional fields or instructions may appear in the official online application.*

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## 1. General Information

### Topic/challenge

Please refer to the Call Manual to identify the appropriate Topic and select it from the dropdown.

### Project Title

Please enter a descriptive title of your project (max 140 characters).

### Project acronym

Please enter a short title or acronym for your project (max 25 characters).

### Project starting date

Please enter the start date of the project.

### Project closing date

Please enter the end date of the project.

### Executive summary

Please describe your proposed activity along with the value proposition. Describe the expected impact (short/medium/long term). This information should be accessible to the general public for dissemination.

NB: This field should not contain jargon, acronyms, and confidential, or sensitive information (max 1000 characters).

## 2. Partner Information

### Partners roles and contribution

#### Project Leader (EN)

Please indicate the Lead Partner organisation for the proposal. This person will create, edit and submit the proposal.

**Project Leader main contact person e-mail**

This is the Project Leader's e-mail address as provided in the system at the time of the first registration.

**Project leader description**

Describe the specific role and differentiated contribution of the partner to the project.  
Explain how the partner has the right expertise and skills to carry out the specific role and tasks in the project.

**Partners involved in the project**

If any, indicate all organisations included in the consortium, including any Affiliated Entities.

**Partner description**

If positive answer in previous question, describe the specific role and differentiated contribution of the partner to the project.  
Explain how the partner has the right expertise and skills to carry out the specific role and tasks in the project.

**Direct links between partners****Existence of direct links between participants in the current proposal**

Two participants (legal entities) are dependent on each other where there is a controlling relationship between them:

- \* A legal entity is under the same direct or indirect control as another legal entity; or
- \* A legal entity directly or indirectly controls another legal entity; or
- \* A legal entity is directly or indirectly controlled by another legal entity.

Control: Legal entity A controls legal entity B if: \* A, directly or indirectly, holds more than 50% of the nominal value of the issued share capital or a majority of the voting rights of the shareholders or associates of B, or \* A, directly or indirectly, holds in fact or in law the decision-making powers in B. The following relationships between legal entities shall not in themselves be deemed to constitute controlling relationships: (a) the same public investment corporation, institutional investor or venture-capital company has a direct or indirect holding of more than 50 % of the nominal value of the issued share capital or a majority of voting rights of the shareholders or associates; (b) the legal entities concerned are owned or supervised by the same public body

**Description of participants with direct link**

If positive answer in previous question, please describe.

**Co-editors**

If a co-editor is selected, they have full access to your proposal. Please ensure that the consortia agree on the content of the proposal before making the submission.

### 3. Project Scope

**Project main objectives**

Please describe in a concise form what the project intends to do and how it will lead to concrete outcomes and results. Make sure your objectives are SMART - Specific, Measurable, Achievable, Realistic and Time Bound

**Scope of the activity and impact**

State what activity type the proposal targets.  
Explain how your proposal aligns with the scope of the topic selected (see Section 3.5 of the Call Manual).

**Strategic fit**

Describe how the proposal contributes to the EIT Urban Mobility Strategic Objectives emphasized in section 3.1 of the Call Manual.

Max. 7500 words

State the potential impact of the project proposal in line with or exceeding the specific requirement stated for the respective type of activity (section 3.5 of the Call Manual).

Max. 7500 words

**Excellence and novelty**

Describe how the proposal demonstrates a pan-European dimension beyond the implementation of activities and in the potential impact of expected results.

Max. 7500 characters

Describe how the proposal leverages the knowledge triangle in curriculum development and programme

Max. 7500 characters

implementation.

State how the involved partner(s) have the experience and expertise in successfully delivering similar programmes.

Max. 7500 characters

Explain how the proposal is innovative and how does it benchmark with similar existing educational offers in the

Max. 7500 characters

market.

### Impact

Describe the proposed measures to attract students and to reach a high number of students enrolled.

Max. 7500 characters

Describe how the proposal will expand the student intake in future years and contribute to the financial sustainability.

Max. 7500 characters

**Durability and transferability:** State how the programme has the potential to be repeated and scaled.

Max. 7500 characters

**For MSA1 and MSA5:** Describe how the proposal aligns with the principles and requirements of the EIT Label for Non-Degree education.

Max. 7500 characters



For MSA2 and MSA3: Describe how the proposal aligns with the elements and requirements of the EIT Label for Degree Programmes, the structure of the EIT Urban Mobility Master School and complements the existing Master School study offer.

Max. 7500 characters

For MSA4: Describe how the proposal aligns with the principles and requirements of the EIT Label for Fellowships.

Max. 7500 characters

## Financial Sustainability

### Revenue

Please enter the estimated Contribution to EIT Urban Mobility Financial Sustainability.  
Description and responsible partner.

## Communication and Dissemination Plan

### Communication and Dissemination Plan/Strategy

Please describe the dissemination plan to be carried out during the project implementation, including actions for each target group. The communication plan should align with the commercial strategy (max 1000 characters).

## Gender and diversity

### Gender and diversity dimension

Please describe how gender and diversity are considered in the design/development of the project outputs and the measures in place to promote a mixed team with women and under-represented groups taking an active role in the project implementation (max 1000 characters).

## Intellectual Property Rights (IPR)

Provide a description of the main IP assets, how are they currently or planned to be protected to ensure future commercialisation. Describe how the IP strategy is aligned with the business goals and the planned commercialisation strategy.

Please describe.

## Risk Management and Contingency Plan

Risk Category	Title	Risk Likelihood	Risk Impact	Description	Mitigation
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Please identify relevant risks and describe adequate mitigation measures.

## Ethics and Security

Is the Project incurring any Ethic or Security Issues?

If yes, please explain any Ethic or Security issue and please select from the list any ethics or security area your project may have an impact on:

1. Human Embryonic Stem Cells and Human Embryos
2. Humans
3. Human cells/tissues (not covered by element 1)
4. Personal data
5. Animals
6. Non-EU countries
7. Environment & Health and Safety
8. Artificial Intelligence
9. Other Ethics issues

## 4. Workplan

### WORK PACKAGES

Define your work plan for the project's entire duration. When you create a Work Package the description should provide sufficient information on the main activities and objectives to be achieved. Use a logical or chronological order. Once you create a Work Package, you will be able to define the Deliverables, Outputs and Milestones linked to it. Some Calls for proposals require mandatory deliverables and a maximum of additional deliverables (please refer to the Call Manual).

## 5. Budget

BUDGET PARTNER A	WP1	WP2	WP3	Total	Description
A.1 EMPLOYEES (OR EQUIVALENT)	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
A.2 NATURAL PERSONS UNDER DIRECT CONTRACT	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
A.3 SECONDED PERSONS	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
A.4 SME OWNERS	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
B SUBCONTRACTING	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
C.1 TRAVEL AND SUBSISTENCE	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
C.2 EQUIPMENT	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
C.3 OTHER GOODS, WORKS AND SERVICES	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
D.1a FINANCIAL SUPPORT TO THIRD PARTIES (SUBGRANTS)	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
D.1b FINANCIAL SUPPORT TO THIRD PARTIES (PRIZES)	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
D.2 INTERNALLY INVOICED GOODS AND SERVICES	€ 0	€ 0	€ 0	€ 0	lorem ipsum dolor sit amet
E. INDIRECT COSTS (AUTO CALCULATED: 25% on A. and C. cost categories)	€ 0	€ 0	€ 0	€ 0	
<b>Total</b>	€ 0	€ 0	€ 0	€ 0	
<b>EIT funding</b>		0 %		€ 0	
<b>Partner own funding</b>		0 %		€ 0	

## 6. Supporting documents

Upload in PDF and Excel only.